



CITY OF WASHINGTON COUNCIL REPORT

December 15, 2023

CITY ADMINISTRATION – Jim Snider

- **Resolution approving a Collective Bargaining Agreement between the City of Washington and Policemen's Benevolent Labor Committee (PBLC) Local**

A Resolution approving a Collective Bargaining Agreement between the City of Washington and Policemen's Benevolent Labor Committee (PBLC) Local from May 1, 2023, through April 30, 2026, and related bonus payments is an agenda item for Council consideration at the December 18, 2023, Council Meeting.

- **Resolution to amend the existing Employee Handbook and provide for a one-time payment to non-bargaining unit employees and certain increased benefits for those full-time employees and certain part-time employees**

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ENGINEERING – Dennis Carr/Ross Fuller

- The Request for Qualifications for 2024 Construction Inspection has been put on the website. This will be inspection for the first section of Catherine as well as the drainage priority projects, we intend to have constructed next year.
- The Nofsinger work has been slowed by the mild temperatures. Gensini is waiting on freezing temps to continue with the sanitary sewer so that the ground is solid and not soft/muddy. We have requested that Gensini get the bike path poured back so we don't have it missing through the winter.
- There are a few minor clean up items for the Freedom Project before they completely shut down for winter.
- The bridge inspections for 2024 have been completed early. Our bridge program manager is discontinuing inspection services when his certification expires on 12/31, so we took care of the 2024 bridge inspections a few months early.
- The Catherine design is continuing. They have shifted to in-depth design of the first section of the project from Main to Elm.
- The chlorination upgrade for Water Treatment Plant 2 will be going out for bid in January. Construction likely won't start until after May 1, so we will be shifting that budget item forward to next year.
- Met with CMT to discuss water system capacity and capital planning. We discussed Water Tower 3 at length. Water Tower 3 will be discussed in the strategic planning meeting as an item we should start planning for to support our ISO Rating and to support fire flows for development along Freedom and Nofsinger. Tower 3 was previously tabled due to water quality issues in the blended zone from having the two different disinfection processes and water age in the tower. The chlorination project being done puts Tower 3 back in play as there will be no blended zone and the high-pressure zone supporting the low-pressure zone. IEPA funding for water projects is very competitive with the lead line replacement programs utilizing a lot of funds. Due to this, we will be looking to budget to finalize the tower design and developing a project plan to begin the process of submitting for a low interest IEPA loan that may take a few years to get to the front of the funding line for.
- ILAWC has been using our water for most of the week. They are continuing their correspondence with the IEPA to get their approval of a change in source water to have Washington provide them water as per the agreement.
- We received an update on the Candlewood Bridge Repair Design. They are currently estimating a repair cost of nearly \$500,000 to repair. We will be looking to put this in next fiscal year's budget and also begin researching potential

funding opportunities for historical structures.

FINANCE – Joanie Baxter

- Participated in planning meeting for DebtBook and started gathering subscriptions for GASB 96 compliance.
- Processed Health Fair reimbursement request.
- Continued setup processes for ClearGov Personnel.
- Assisted with creation of Stripe account for use with SolarApp program.
- Follow up on audit adjusting journal entries.
- Analysis and updating of vehicles and equipment for insurance and MERF schedules.
- Jill processed and I reviewed payroll for December 8, 2023.
- Utility Billing (December 2 – 15, 2023)
 - A total of 5,478 bills were processed for December with 547 emailed
 - A total of 64 disconnect notices were processed for final bills in December with 30 owing a balance, 30 with a credit balance and four with a zero balance
 - New accounts and account closings processed:
 - 33 ins
 - 28 outs
 - Leak detection through RNI and Sensus Analytics software – 26 leaks were caught and residents/businesses notified

HUMAN RESOURCES – Maureen Chambers

- Concluded Open Enrollment season. Providing 2024 changes to Jill and Jeanette next week in order to have everything ready to go January 1.
- Currently recruiting for a Public Works Laborer in the Distribution and Collections department. Hosted an interview week of December 11.
- Facilitated successful Holiday Luncheon December 14 and Holiday Meal for our 2nd and 3rd shift Police Officers from Mission BBQ on December 13.
- Anti-Harassment Training is in process with an end date of December 20. This is an annual training required for all state of Illinois employees.
- Tracking any handbook changes from resolutions and ordinances discussed at December meetings. Will be making necessary changes and working on advertising pertinent info to employees at the necessary time.
- Composing January staff newsletter.
- Processed handful of termination/retirement/personnel/benefit items.
- Out of Office: Week of December 25.

PLANNING & DEVELOPMENT – Jon Oliphant/Joe Boyer

- Staff has reviewed and approved plans to relocate Marlene Miller's water and sewer lines and a permit has been issued for the work. It is anticipated that work will begin soon.
- The January PZC meeting will have one agenda item: A request by B.A. Bodner Co., LLC to rezone two parcels near Centennial, McClugage, and Spring Creek from R-1A to C-2. A first reading of an annexation ordinance for these parcels is on Monday's Council agenda. If the annexation is approved on January 2, the next night's PZC meeting will include the public hearing on the rezoning before a first reading ordinance would tentatively be scheduled for the January 16 Council meeting.
- The annual Tree City USA certification has been submitted to IDNR and the Arbor Day Foundation. Thanks to other City and PD staff with their help in compiling the necessary info.
- I've received some initial interest from a few property owners about potentially housing Level Three EV charging stations, including one with serious interest. City staff is working with the Tri-County RPC and Greater Peoria EDC on a grant application to help identify locations in the region and to pay for 80% of their cost. The program requires the applicant to be either the owner of a potential charging station location or the owner of a charging station. The applications are due to IEPA by December 22.

- I participated in a focus group for the Active Transportation Plan that was started recently by the Tri-County Regional Planning Commission.
- IL DCEO has announced another grant program called B2B NewBiz that is aimed at businesses that were established in 2020 or 2021. It provides grants for up to \$30,000 to offset expenses and loss of revenue during COVID. Applications are due to DCEO by January 11. As has been the case with a few other DCEO programs, there are a series of Community Navigators through the various Chamber's that assist with outreach and the application process. I will assist the Chamber, as needed.
- Staff continues to work with the City Attorney's office and the property owner on the handling of the 501 Walnut building. We anticipate an item coming to the Council soon.
- SolarAPP+ should be launched next week now that the onboarding has been completed. A link will be live on the City's website along with details about how to submit roof-mount solar permits. This will help process solar permits more efficiently given the demand for such projects over the last couple of years.
- Our staff has been informed that FEMA has granted approval of the Tazewell County Hazard Mitigation Plan. The county and each of the participating municipalities must approve a resolution to formally adopt the plan as has been done with prior plans. A resolution will tentatively be scheduled for approval at the January 2 Council meeting. The adoption of the plan allows the participants to be eligible for federal mitigation funds.

PUBLIC SAFETY – Chief McCoy/Deputy Chief Stevens

- For awareness purposes we note the speeding citation issued with the greatest difference between the posted limit and the cited speed during this reporting period: *61 MPH on 1200 block Peoria St.* (35 MPH zone). A separate incident involved 68 MPH in the 2000 block of Washington (45 MPH zone).
- Police officers are subject to annual mental health evaluations, the last of which (for this year) are scheduled for the week of the 18th. Officers undergo these evaluations before hiring and at least annually thereafter.
- We are evaluating remotely piloted small aircraft systems to determine which, if any, could make our operations more effective or efficient. Locally, ISP, East Peoria, Peoria County, Peoria Heights, Tazewell County, and Woodford County police operate the systems.
- Shop with the Men and Women in Blue is Saturday, December 16. We have 100 children ready to shop!
- After the next Police Commission meeting, we expect to have 15 candidates on the police hiring list, including 3 with current state certification.
- An officer is out an expected 3 weeks for a non-duty related injury.

PUBLIC WORKS – Brian Rittenhouse

- Hoerr has completed most of the CIPP lining projects for this fiscal year. They were pulled off due to emergency lining elsewhere. They will be back intown as soon as they can.
- The repairs to the Public Works Storage/Evidence Building are completed. The roof will be replaced in the spring.
- Stormwater outfall inspections have started and will be ongoing until completed. Staff inspects the outfalls to determine the condition they are in and if repairs are needed.
- The Distribution and Collections Department are working on stormwater jetting and televising.
- The Water Treatment Plant #1 PLC and the Central SCADA System improvements at the Legion Road building are still ongoing.
- Public Work's staff will start reviewing and working on next year's fiscal budget over the next several months.